

Proposal Review Committee
May 13, 2016
Statewide Benefits Office
500 W. Loockerman Street
Duncan Building, Ste. 320, Dover, Delaware

Public Session: May 13, 2016, at 10:30 a.m.

The Proposal Review Committee (“PRC”) met on May 13, 2016, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Benefits Administration
Faith Rentz, OMB, Deputy Director, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Manager, Statewide Benefits
Andrew Kerber, Deputy Attorney General
Wendy Brown, Department of Health and Social Services
Valerie Watson, Department of Finance
Kimberly Reinagel-Nietubicz, Office of Controller General
Omar Masood, Office of the Treasurer
Jenifer Vaughn, Delaware Insurance Department
Evelyn Nestlerode, Administrative Office of the Courts

Introductions/Sign In

Ms. Lakeman called the meeting to order at 10:30 a.m. Mr. Zachary Pettyjohn, Correctional Officers’ Association, was not present. Mr. Ken Simpler, State Treasurer, was not present and was represented by Mr. Omar Masood.

Approval of Minutes

Ms. Lakeman requested a motion to approve the minutes from the May 10, 2016, meeting of the PRC. A motion was made by Ms. Nestlerode and seconded by Ms. Watson. The motion was approved with unanimous voice vote.

Discussion of the RFP for Consulting Services for the Group Health Insurance Program

Ms. Lakeman requested a motion to move into Executive Session to discuss the finalists’ proposals and conduct scoring. Ms. Brown made the motion and it was seconded by Ms. Vaughn. The PRC moved into Executive Session at 10:31 a.m.

Upon return to the Public Session, the committee entertained the following motions:

1. Ms. Brown made a motion that all four finalists – The Segal Group, Willis Towers Watson, Cheiron, Inc., and Aon Hewitt – be approved to provide consulting services to the Group Health Insurance Program. Ms. Watson seconded and the motion carried by unanimous voice vote.
2. Ms. Brown made a motion that Willis Towers Watson be recommended for an award of the primary support services. Ms. Nestlerode stated that despite some concerns with Willis Towers Watson’s responsiveness during the bid submission process and not providing more

| State/public sector references, the Judiciary was supportive of the recommendation. Mr. Masood seconded and the motion carried by unanimous voice vote.

3. Ms. Brown made a motion that Willis Towers Watson be recommended to conduct the Health Insurance Request for Proposal project. Ms. Watson seconded and the motion carried by unanimous voice vote.
4. Ms. Brown made a motion that The Segal Group, Cheiron, Inc., and Aon Hewitt be recommended to provide secondary support services. Ms. Watson seconded and the motion carried by unanimous voice vote.

Adjournment

With no further business, a motion to adjourn was made by Ms. Eheman and seconded by Ms. Nestlerode. Upon unanimous voice approval, the meeting was adjourned at 11:40 p.m. Please note there were no public attendees.

Respectfully submitted,

Laurene M. Eheman

Laurene M. Eheman
RFP and Contract Manager